

Cumberland Fire District Transitional Committee Meeting

Minutes

October 6, 2014

7:00pm

Hayden Library

The commissioners for the Cumberland Fire District Transitional Committee in attendance – John McCoy NCFD, Michael Spaziani NCFD, James Leonard CFD, Dana Jones CFD, Ron Champagne CHFD and Arthur Cowell CHFD, Gerry Dion VFFD.

Meeting called to order at 7:04pm.

Motion to accept the September minutes was made by Jim Leonard, seconded by Arthur Cowell. The motion carried unanimously.

Financial/Legal – John McCoy didn't receive any comments on the draft budget. Jim Leonard questioned truck payments and if they were listed as an expense on the budget. John noted that all will be incorporated into the budget when CHFD is available. The budget for the new department as it stands now looks like 7.3 to 7.4 million with a projected savings of 150K to 200K. There are approximately 293K in hydrant fees. The final draft will be held until the next meeting

Buildings & Apparatus – Nothing to Report.

Labor – Nothing to Report

Media – Jim Leonard commended Eric DiRosario for all the work he has done on the website and getting the emails up and running. Eric is an asset to the department. Jim asked that all districts work with Eric to get information and pictures that could be placed on the website. The target is for the website to go live at the beginning of the month. The software package for the website has capabilities for scheduling shifts and overtime online. Dave Raymond questioned if this work on the website was voluntary. Chief Finlay state that all work was done on Lt DiRosario's shift at no extra cost. Arthur Cowell stated he is still working with Marcia Green at the Valley Breeze.

Insurance – Ron Champagne EAP program needs an authorized signature. Mike Spaziani noted at this time that signature would be his. Ron requested a formal motion.

Motion to have Mike Spaziani the authorized signer for any contracts that pop up before the new board is seated was made by John McCoy and seconded by Ron Champagne. The motion carried unanimously.

Ron Champagne is meeting with a representative of VFIS for a risk assessment at CHFD. VFIS is satisfied with CFD, NCFD, VFFD. CHFD assessment is older. Ron is still waiting for the pension representative to call back.

Old Business

The chiefs met to discuss possible organization of operations. They will meet again and have more information for the October meeting. A discussion about payroll companies was conducted not resolution was made.

John McCoy stated the Secretary of State should be all set. The language in the statute has the Incorporation 7/27/13 effective 11/4/14. Jim Leonard will have more on technology for the next meeting. Jim Leonard spoke with Ceridian about the payroll contract. The original quote seemed low at 7K. The new quote was 10,778.87. Paychex is 17K, ADP 20K, Yazbak 8K. John McCoy this would be the choice of the new district. Jim Leonard noted that each district will keep its own EIN# until next June. Chief Jackvony stated that the new AFG grant year would open in November. Someone needs to contact Dun & Bradstreet to delink the new fire department from the town of Cumberland.

Inventory- CHFD and CFD allset. VFFD and NCFD ordered new stickers and will be done at the end of the month.

New Business

Mike Spaziani met with Chief Jackvony and Chief Finlay regarding the organization chart. A copy is attached to these minutes. Ron Champagne provided a job description for the Business Mgr/Tax Collector/ Administrative Assistant. Mike noted this would be handed over to the new board. He also noted there would not be a lot of reduction in personnel until July 1, 2015 at least. Dana Jones noted there were no battalion chiefs on the new org chart. Mike stated this org chart was for day one. This could change down the road. A meeting for the transitional committee to meet with the new fire board will be set up for Monday, November 10, 2014.

Chief Jackvony would like to have a closing event for the 4 fire districts on November 9, 2014. He stated there would be a ceremony at NCFD and VFFD and asked if the other 2 districts were interested a ceremony could be held at a larger location.

Public Comment –

Dave Raymond questioned if the department personnel paid into social security. Yes. He asked how the meeting went with the State of Rhode Island. Chief Finlay stated that the state would like a detailed game plan of the merger and was requiring audits. The audits would cost between 30k and 50K. They also require quarterly reporting. This merger is under a magnifying glass. Dave Raymond noted the article in the Valley Breeze about the airpak grant and thanked the Chiefs for working together for the good of the town.

Motion to adjourn was made by Gerry Dion and seconded by Jim Leonard. The motion carried unanimously.

Next Meeting – October 29, 2014 7pm